

MINUTES
MAG REGIONAL CONCEPT OF TRANSPORTATION OPERATIONS
STAKEHOLDER GROUP MEETING NO. 8

April 2, 2003
10:30 AM - 12:00 PM
Maricopa Association of Governments
302 N First Avenue, Suite 300
Phoenix, Arizona

ATTENDANCE

Tim Wolfe, ADOT
Mike Sutton, Town of Gilbert
Sarath Joshua, MAG
Xiao Qin, MAG
Faisal Saleem, MCDOT
Jan Siedler, City of Mesa
Scott Nodes, City of Peoria
Bob Steele, City of Phoenix
Tami deRuiter, City of Phoenix Police

Ron Hergert, City of Phoenix Police
Mike Nevarez, Valley Metro
Bob Ciotti, Valley Metro
Bob Maki, City of Surprise
Mike Mah, City of Chandler
Alan Hansen, FHWA
Meifu Wang, FHWA
Jerry Welpley, City of Glendale

PROJECT TEAM MEMBERS PRESENT

Pierre Pretorius, Kimley-Horn and Associates, Inc.
Brent Crowther, Kimley-Horn and Associates, Inc.

MINUTES

1. Introduction and Welcome, Project Schedule, and Previous Meeting Minutes

Sarath Joshua opened the meeting. He turned the meeting over to Pierre Pretorius, who then began by reviewing the project Vision and Mission statements. He then reported that the project is on schedule. Pierre also reviewed the "Life Cycle of the Concept of Transportation Operations", presented a summary of what tasks have been accomplished to date, and what tasks are in the near future. The minutes of the previous meeting was approved.

2. Discussion of Tech Memo No. 5/6 (Draft): Necessary Institutional Arrangements and Resources Required for Implementation

Tech Memo No. 5/6 (Draft) was distributed. Pierre reported that some comments on Tech Memo No. 5/6 have already been submitted. Specifically, stakeholders provided additional cost data for operations and maintenance of the ADOT Traffic Operations Center and for the Arterial Incident Management Program. This data will be incorporated into Tech Memo 5/6 (Final Draft).

Pierre reviewed the functions that were agreed upon during previous Stakeholder Group meetings. Previously, an agency was identified to be responsible for the planning, implementation, maintenance and operations of each function. These responsibilities are summarized in the *Function Summary Sheets* (Page 10-43) of Tech Memo No. 5/6.

Institutional Arrangements

Discussion turned to identifying institutional arrangements that will be required to implement the functions (see Tech Memo No. 5/6, pages 44-45). Sarath Joshua suggested that the table headings (Table 4-1, pages 44-45 of Tech Memo No. 5/6) should read as “Oversight/Scoping” rather than “Institutional Arrangements.”

Additional comments included:

- The regional archived data system (RADS) will be ready for implementation within the next few weeks. It will be housed at the ADOT TOC.
- Clarification was made that Education and Outreach Group would be responsible for increasing public awareness of the existing Quick Clearance Laws on freeways.

Governance and decision-making and the provision of resources

Consensus was sought on how the region should provide governance and decision-making, provision of resources, and the championing of local and regional functions. Possible variations range from informal groups to legal-standing entities (See page 50-52 of Tech Memo 5/6).

The group agreed that over the next few years, as needs arise, the region will progress toward establishing more formal and funded entities. Alan Hansen suggested that, for example, funded entities may be required to oversee regional communications needs and the off-hours monitoring of traffic signal systems. Faisal Saleem suggested that not all functions will move toward more formally established entities in unison.

Sarath Joshua noted that funded agencies exist for the planning of regional operations. Likewise, ADOT is funded to manage and operate freeways throughout the entire region. However, funded arrangements do not exist for the coordination of arterial operations. For example, regional coordination of signal systems relies on working-groups and inter-agency relationships.

Mike Mah suggested that over time, and dependent upon the needs of the region, each functional area would incrementally move towards more formally established and funded arrangements. He suggested that it may be beneficial to map each function to the tables on pages 50-52 of Tech Memo No. 5/6. We should identify where we are for each function, and where want to be within the next 3 to 5 years. Tim Wolfe suggested that we should map both resources and governance. It was agreed that should be done in cooperation with the identified champions.

Group Champions

The assignment of group and function champions was discussed. Mike Sutton suggested that a scope of work be created for each group, funding sources be identified, and each group determine how best to implement the function.

Tim Wolfe pointed out that several existing groups may be able to inherit or adopt functions. In other cases, the groups or institutional arrangements may be dysfunctional, and the group cannot assume additional responsibilities. In these cases, additional groups would need to be created. We need to explicitly state which functions can be inherited, and which ones cannot.

Tim Wolfe noted that the ADOT/DPS Executive Partnering Group meets every 2 to 3 months and could act as the group champion. We should consider presenting the freeway incident functions

to this group. Jan Siedler noted that this would not include local public safety officials. It is important that representatives from local public safety are included in the process. It was agreed that arterial incident management also needs a group champion.

Ronald Hergert suggested that the Governor's Office of Highway Safety (GOHS) would be an ideal group champion for public safety and educational issues. The GOHS may be in a better position to elicit the participation of law enforcement than any single law enforcement agency. They are a particularly good forum for education. He also suggested that the Arizona Peace Officers and Standards Training Board should be consulted for incident management practices.

MCDOT may be a good candidate to foster coordination from local public safety as a result of the REACT program. Tim Wolfe informed the group that ADOT and DPS hold debriefing sessions for any Level 1 incident that lasts for more than 4 hours.

The following table summarizes the group champions selected by the stakeholders group at the meeting.

Function Oversight/Scoping Group	Group Champion
Regional Traffic Engineering Assistance Program	Mike Mah, City of Chandler
EMS/Transportation/Public Safety Policy and Working Groups	Tim Wolfe, ADOT TOC Faisal Saleem, MCDOT Governor's Office of Highway Safety
Freeway-Arterial Operations	AZTech Operations Group
Emergency Vehicle Signal Preemption	Jan Siedler, City of Mesa Jim Decker, City of Tempe
Transit Signal Priority	Bob Ciotti, Valley Metro
Archived Data Group	Dave Wolfson, MCDOT
LTMC Operators	Linda Anestasi, ADOT TOC AZTech Operators Group
Travel Information	Faisal Saleem, MCDOT
Shared Maintenance and Resources Group	Tim Wolfe, ADOT TOC
Education and Outreach	Governor's Office of Highway Safety
Center-to-Center Communications	Tim Wolfe, ADOT TOC

Additional comments:

- Move function 9 for towing and recovery under the jurisdictions of ADOT and DPS.
- Move function 29 to Travel Information Group (local information to HCRS)
- Move function 30 to Travel Information Group (transit information to 511)

3. Next Meeting and Workshop

The next meeting of the RCTO Stakeholder Group Meeting will occur on May 7, 2003 at 10:30 a.m. following the regularly scheduled MAG ITS Committee Meeting.

4. Adjournment

The meeting was adjourned at 1:00 p.m.